

For Artists

Percent for Art

Frequently Asked Questions

Do artists who are new to the public art field ever get commissioned for these projects?

Absolutely! The request for proposals online process allows all applicants to compete on an equal basis. If your proposals are clearly presented, your images and/or video clips are of professional quality, and your application is complete, you will be a viable candidate for selection.

If my proposal is successful, how do I prove Montana residency?

A list of acceptable documents for proof of Montana residency is available from the [Department of Justice](#).

I do not have an Independent Contractor Exemption Certificate. If my proposal is successful, how do I get one and how much does it cost?

An Independent Contractor Exemption Certificate is issued by the Department of Labor & Industry and costs \$125.00 for two years. Application forms can be obtained from Montana Job Service Centers around the state, by calling (406) 444-7734 or from the [Department of Labor and Industry](#).

What can I do to make my application stronger?

- Follow all instructions clearly.
- Keep your application clear, concise, and as descriptive as possible.
- Give dimensions of the proposed artwork, and relate those dimensions to the scale of the installation site.
- Include images and/or video clips that show the actual work, or work that is similar in style or design.
- Be certain your proposal is within the prescribed budget.

Can I make my application stronger by including more materials about me and my studio?

ONLY those documents and items requested in the guidelines will be considered by the selection committee. The maximum number of uploaded items is clearly stated in the online application site and it will not allow you to submit above that limit.

The budget section of the application has a line for "insurance." Does this mean that I need to insure the artwork after it is installed?

No. This line item on your budget is to cover your insurance during the creation and delivery of the artwork. It is advisable to insure your work in order to satisfy your contract. Some artists have studio insurance. Others have insurance that covers shipping. Some artists are bonded to cover their financial assets in the case that they fail to comply with a contract.

Why are you only taking online applications for this project?

We hope it will save both the artist and the arts council time and money. We also hope to create a more level playing field by presenting the work of each artist in the same format. The online gallery allows the artist's images to be shown at their best advantage and offers selection committee members increased access to applications which will enhance the selection process.

How many applications do you get for a Percent for Art project?

We typically receive 75-130 applications.

Who will be on the selection committee?

The selection committee for each project is made up of three voting members: the architect who designed the building, a representative of the facility, and a local artist. A member of the Montana Arts Council board and a Montana Arts Council staff member serve as advisors and facilitators of the process, and are non-voting members of the selection committee. During many projects, there are additional committee members as deemed appropriate, such as engineers, facilities managers, advisors.

If I have more questions about a Percent for Art project, who can I contact?

The Percent for Art Manager is Kim Baraby Hurtle and she may be reached at khurtle@mt.gov, (406) 444-6639 or (406) 444-6430. She works part-time and is the only staff member at the Montana Percent for Art program. We intentionally keep the staff to a minimum to ensure that the majority of funds go to the artists rather than to administrative overhead.